



California
Department of
Health Services
DIANA M. BONTÁ, R.N., Dr. P.H.
Director

State of California—Health and Human Services Agency
Department of Health Services



GRAY DAVIS
Governor

CHIP Letter: 03-E-C
RHS Letter : 03-E-R
Date Issued: July 3, 2003

TO: CALIFORNIA HEALTHCARE FOR INDIGENTS PROGRAM
(CHIP)/RURAL HEALTH SERVICES (RHS) PROGRAM CONTACT
PERSON

SUBJECT: DOCUMENTS/REPORTS DUE FOR FISCAL YEAR (FY) 2003-04

Enclosed is a table listing the documents/reports required to be completed by all counties participating in the FY 2003-04 CHIP/RHS Program, per Sections 16916, 16938, and 16980 of the Welfare and Institutions Code. Please note that the California Department of Health Services (CDHS) is required to withhold CHIP/RHS Program payments until the required documents/reports are submitted.

We encourage counties to submit the documents/reports to the CDHS by the due dates specified in the enclosed table, so our staff can review and approve the documents/reports without delaying the payment process. Please be aware that in some instances the submissions of multiple documents/reports are necessary before a CHIP/RHS Program payment is authorized. To ensure timely review by our staff, the documents/reports must be complete, reflect the information necessary for CDHS approval, specify a contact person for questions regarding its preparation, and be signed by the appropriate county official(s).

Counties are encouraged to go to the CHIP/RHS Program website to obtain all necessary report instructions and forms. The CHIP/RHS County letters can be viewed at:

http://www.dhs.ca.gov/hisp/ochs/chsu/CHIPRHS_County_Letters.htm

These documents are available in Microsoft Word/Excel or Adobe Acrobat formats.



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www.consumerenergycenter.org/flex/index.html

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Should you anticipate a delay in the submission of any of these documents/reports, or have questions, please do not hesitate to contact your County Health Services or Medically Indigent Care and Reporting Systems' analyst at (916) 552-8015.

Sincerely,

ORIGINAL SIGNED BY NANCY E. HAYWARD

Nancy E. Hayward, Chief
Medically Indigent Services Section

Enclosure

cc: Mr. Gregory A. Franklin, M.H.A.
Deputy Director
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Health Services
Health Information and
Strategic Planning
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Ms. Eileen Eastman
Executive Secretary
California Department of
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California Conference of Local
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Sacramento, CA 94234-7320

Ms. Judith Reigel
Executive Officer
County Health Executives
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County Auditor-Controller Contacts

Board of Supervisors Contacts

**FISCAL YEAR (FY) 2003-04
California Healthcare for Indigents Program (CHIP)
Rural Health Services (RHS) Program
Due Date and Payment Table**

<u>Document/Report</u>	<u>Due Date</u>	<u>Payment Month(s)</u>
FY 2001-2002 MICRS Actual Annual AND FY 2003-04 CHIP/RHS Application	6-30-03 9-15-03	July-November
FY 2002-2003 Preliminary Annual Trust Fund	11-15-03	December
FY 2003-04 CHIP/RHS Expenditure Description AND FY 2002-2003 MICRS Estimated Annual	12-15-03 12-31-03	January
FY 2003-04 CHIP/RHS Executed Standard Agreement	1-15-04	February-April
FY 2002-2003 Report of Actual Financial Data AND FY 2002-2003 Final Annual Trust Fund	4-15-04 4-15-04	May-June